

Tina Ott Chiappetta

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## EXPERIENCE

### Real Estate Specialist

November 2016- February 2019

(Current Position)

Arlington County Government, 2100 Clarendon Boulevard,  
Arlington, VA 22201

- Use knowledge of real property law, contracting and negotiating skills, to obtain favorable terms regarding land use for public projects.
- Conduct negotiations with property owners and civic associations for public projects including sidewalks, utilities, and rights of way.
- Conduct detailed research related to the County's acquisition and disposition of land including examining public records, land records, subdivision plats and historical documents to prepare opinion reports.
- Work with developers, county officials, and stakeholders on resolving legal issues relating to multifamily and multiuse projects including vacating rights of way and dedicating streets and easements.
- Draft deeds, temporary and permanent easements, encroachment and vacation documents.
- Prepare licensing documents relating to the County's use of state property and corresponding encroachments onto public utilities easement areas.
- Research boundary line disputes and facilitate resolution through the use of a deed of resubdivision.
- Research availability of commercial space for lease using CoStar.
- Draft commercial lease documents.  
Apply relevant sections of the Virginia Administrative Code and Arlington County Code.
- Use knowledge of federal laws, regulations, and opinions when working on projects using federal funds, specifically the Uniform Relocation Assistance and Real Property Acquisition Policies Act.
- Communicate in person, over the telephone, and through email with citizens and community associations regarding street improvement projects.

**Real Estate Attorney**                      **September 2014 – November 2016**

Kase and Associates, P.C., 10306 Eaton Place, Fairfax, VA 22030

- Provided legal advice to clients involving the transfer of private property.
- Resolved outstanding title issues including releases of deeds of trust and IRS liens.
- Prepared deeds, contracts of sale and purchase, and closing documents for both residential and commercial property, including sales involving Internal Revenue Code 1031 exchanges.
- Examined relevant sections of the Virginia Administrative Code, Title 55 and 58, the Virginia Real Estate Law Practice Handbook, and the Virginia Title Examiners Manual - Third Edition for research.
- Communicated with Title Examiners, clients and other individuals to acquire and share information as needed.
- Conducted more than 600 closings over a 2 year period.
- Worked collaboratively in a fast-paced multi-disciplinary environment.

**Senior Director**                                      **July 1996 – January 2014**

International Public Management Association for Human Resources (IPMA-HR), 1617 Duke Street, Alexandria, VA 22314

- Provided legal advice to Association members, clients, and human resources professionals regarding the application of federal regulations including the Family Medical Leave Act, Americans with Disabilities Act and the Fair Labor Standards Act.
- Conducted concise analysis of proposed legislation and federal regulations.
- Prepared comments pertaining to public sector employer coalitions on the FMLA and Americans with Disabilities Act.
- Developed congressional testimony. Example: prepared testimony for a House hearing on the Fair Labor Standards Act.

- Determined impact of proposed regulations on professional stakeholders. Worked closely with team of senior attorneys to craft organization's comments on proposed federal regulations.
- Orally presented legal updates to non-legal audience of Association members.
- Wrote advocacy letters for consideration by federal agency officials and members of Congress.
- Wrote articles for publication in the Association's magazine and website.
- Managed professional development department. Supervised staff.
- Coordinated the work of a team to develop a useful survey that would provide needed feedback using Survey Monkey and SAS. Analyzed results and developed explanatory reports.
- Partnered with non-profits, vendors and other associations to create online developmental resources.
- Utilized Title VII of the Civil Rights Act and Title 42 of the Code of Federal Regulations for research.

### **Regulatory Counsel**

**January 1994 - July 1996**

Stateside Associates, 2300 Clarendon Blvd., Arlington, VA 22201

- Responded to client inquiries regarding property insurance and ethics issues.
- Developed a 50-state guide to ethics laws.
- Built and maintained positive rapport with state government officials.
- Frequently contacted state agencies to acquire information for database.

### **Law Clerk**

**September 1992 - May 1993**

Karen DeCrow, former President, National Association for Women

Public Service Law firm, Syracuse University, Syracuse, NY

- Researched precedent-setting cases.
- Conducted pre-trial examination of witnesses.
- Analyzed facts and developed written legal opinion.

## **EDUCATION**

- J.D., Syracuse University College of Law, (graduated cum laude), May 1993
  - Member of the Justinian Honor Society
- B.A., State University of New York at Fredonia, (graduated summa cum laude), May 1990
- Member, New York bar – 1994 -2018 (retired from New York practice)
- Member in good standing, DC bar - 1995
- Member in good standing, VA bar - 2005